



**STATEMENT OF PROCEEDINGS FOR THE
REGULAR MEETING OF THE
SYBIL BRAND COMMISSION FOR INSTITUTIONAL
INSPECTIONS
KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 372
LOS ANGELES, CA 90012
<http://sbc.lacounty.gov>**

Wednesday, December 9, 2015

10:00 AM

AUDIO LINK FOR THE ENTIRE MEETING. (15-5851)

Attachments: [AUDIO](#)

Present: Chairperson Eleanor R. Montañó, Commissioner Donald S. Andrews, Vice Chairperson Barbara Bigby, Commissioner Susan Burton, Commissioner Percy Duran III, Commissioner Keren M. Goldberg and Commissioner Theresa Zhen

Excused: Commissioner Johanna Arias-Bhatia, Commissioner Cheryl Grills Ph.D. and Commissioner Anne S. Hill

Staff present: Roy Sinclair and Jenny Kimbell. (15-5852)

Call to Order. (15-5741)

Chairperson Montañó called the meeting to order at 10:01 a.m.

Chairperson Montañó led in the Pledge of Allegiance, followed by a moment of silence.

I. ADMINISTRATIVE MATTER

1. Approval of the December 2, 2015 Minutes. (15-5742)

On motion of Vice Chairperson Barbara Bigby, seconded by Commissioner Donald S. Andrews, unanimously carried, this item was approved.

Attachments: [Supporting Document](#)

II. REPORTS

2. Chairperson's Report on various items. (15-5746)

Chairperson Montaña reported that items no. 4, 5 and 8 is continued to the December 23, 2015 SBC meeting.

3. Staff Report on Correspondence Received and Department Representative Reports. (15-5747)

There was no report presented.

4. Report/update by the Sybil Brand Commission Bylaws Ad-hoc Committee. (15-5744)

By Common Consent, there being no objection, this item was continued to the December 23, 2015 meeting.

Attachments: [SUPPORTING DOCUMENT](#)

5. Report/update by the Sybil Brand Commission Quarterly/Annual Report Adhoc Committee. (15-5745)

By Common Consent, this item was open for discussion.

After a brief discussion regarding the SBC's quarterly and annual reports to the Board of Supervisors, by Common Consent, there being no objection, this item was continued to the December 23, 2015 meeting.

6. Commissioners' Reports on Group Home and/or Detention Facilities Inspections from December 2, 2015 to December 8, 2015. (15-5748)

During the reporting period, the following group homes/facilities were reported as being in satisfactory condition:

Chairperson Montaña and Commissioner Andrews visited:

- **Children's Homes of Southern California "Shoup Group Home" (Shoup Avenue, West Hills, CA) on December 8, 2015.**

Vice Chairperson Bigby visited:

- **Rosemary Children's Services "Romberger House" (Fremont Avenue, South Pasadena, CA) on December 3, 2015 and noted that one of the burners on the stove does not work; Bedroom #2 needs curtains and mattresses; Closet door in Bedroom #4 needs to be fixed; and the financial records need to be updated. Vice Chairperson Bigby will re-visit the home in 10 days.**

During the reporting period, the following facility was reported as being in unsatisfactory condition:

Vice Chairperson Bigby and Commissioners Arias-Bhatia and Duran visited:

- **Men's Central Jail "Modules 3200-A, 3200-B, 3400-A and 3400-B" (Bauchet Street, Los Angeles, CA) on December 8, 2015 and (3200-A) noted that the vent in Cell #7 is clogged and the toilet is leaking; the heater in Cell #8 is not working; (3200-B) Inmate #4513541 stated that he is not getting his medication at night; the hot water in Cell #9 runs for hours before stopping; (3400-A) there is a mice infestation in Cell #13; (3400-B) the toilets in Cell #s 5 and 8 are leaking; Inmate #4032043 complained that he is short 30 hours on the books for participating in the "Pact on Track Program".**

Not Home

Chairperson Montañó and Commissioner Andrews visited:

- **Children's Homes of Southern California "Shoup Group Home" (Shoup Avenue, West Hills, CA) on December 3, 2015.**

III. DISCUSSIONS

7. Discussion and action regarding the election of officers. (Continued from the meeting of December 2, 2015) (15-5595)

A brief discussion was held regarding the amendment of the Sybil Brand Commission (SBC) Ordinance approved by the Los Angeles County Board of Supervisors, at its meeting held on December 1, 2015, requiring that the SBC conduct annual elections of a Chair and Vice Chair.

Commission Services Staff provided clarification regarding the timeframe in which the first election is to be held as it relates to the BOS motion and approval of Section 2.82.20 Composition, Subsection C of the SBC Ordinance.

On motion of Commissioner Susan Burton, seconded by Commissioner Keren M. Goldberg, the Commission approved conducting its first election of Officers at the December 23, 2015 meeting with the following vote:

Ayes: 4 - Vice Chairperson Barbara Bigby, Commissioner Susan Burton, Commissioner Keren M. Goldberg and Commissioner Theresa Zhen

Noes: 1 - Chairperson Eleanor R. Montañó

Abstentions: 2 - Commissioner Donald S. Andrews and Commissioner Percy Duran III

Excused: 3 - Commissioner Johanna Arias-Bhatia, Commissioner Cheryl Grills Ph.D. and Commissioner Anne S. Hill

8. Discussion and action regarding the Sybil Brand Commission's Treasurer and Bank Account. (15-5743)

By Common Consent this item was open for discussion.

A brief discussion was held on whether or not the SBC should open Business Bank Account or have a Trust Fund Account through the County of Los Angeles.

Commission Services Staff will provide a copy of the Los Angeles County's Fiscal Services Guidelines to the SBC Commissioners to assist them in determining whether or not to have a Trust Fund Account.

Following discussion, by Common Consent, there being no objection, this item was continued to the December 23, 2015 meeting.

IV. MISCELLANEOUS

Matters Not Posted

9. Matters not on the posted agenda, to be discussed and (if requested) referred to staff or placed on the agenda for action at a future meeting, or matters requiring immediate action because of an emergency situation or where the need to take action came to the attention of the Committee subsequent to the posting of the agenda. (15-5749)

There were no matters presented for a future agenda.

Public Comment

10. Opportunity for members of the public to address the Commission on items of interest that are within the jurisdiction of the Commission. (15-5750)

There were no members of the public present to address the Commission.

Adjournment

11. Adjournment for the meeting of December 9, 2015. (15-5751)

There being no further business, Chairperson Montaña adjourned the meeting of December 9, 2015 at 11:00 a.m.

DRAFT